

Work Integrated Learning (WIL) stakeholder's contingency plan against COVID-19 Pandemic

The contingency plan provides guidance to the Work Integrated Learning (WIL) stakeholders namely; Students, Industry, NUST (WIL Coordinators and CEU) to ensure that WIL activities are not interrupted ,while taking precautionary measure against COVID -19 in line with NUST requirements. WIL is a mandatory course that requires students to apply their cognitive knowledge into practice in industry. WIL placements can be directly or indirectly effected by COVID -19.

COVID – 19 can affect WIL placed and unplaced students in the following manner:

- Industry may be lock out WIL placed students as part of the precautionary measure against COVID -19.
- Extensions of the recess break as a contingency measure for COVID -19 precautionary may affect unplaced students to develop fear and will not be able to search for placement during the current semester.
- Students placed at a high risk COVID - 19 areas e.g Mines, hospital, abattoirs or factories where there are a large concentration of people.
- WIL student and, Industry visits and coordination of student WIL placements turn around.
- Pre-WIL Employability Improvement work readiness workshops.

Staff and students in the interim to ensure safety against the COVID – 19 are advise to apply the following measures:

WIL Coordinators are advised to communicate to the students in their respective departments of the following:

- In cases of a company lockdown due to precautionary measure to contain COVID -19, students should be advised to inform their respective WIL Coordinator via email or cellphone alternatively via ceu@nust.na or Hotline 0812954650.
- In case of lockdowns, students should be advised to withdraw from the placement until the situation normalises.
- WIL Coordinators are advised to have the WIL placed and unplaced students statistics readily available and provide them to CEU for the university to take action.
- Incase students are placed in hard heated COVID - 19 areas, if its necessary NUST will recall the students.
- In cases of unplaced or placed WIL students not able to continue with the placement due to industry lockouts, recess extension and ill health or COVID - 19 related symptoms extension shoul be granted to the students to complete WIL.
- Any safety concerns related to WIL placements are to be communicated to the WIL Coordinators or ceu@nust.na and through the NUST Hotline **081 2954650**.
- Students are also advised to visit <https://www.nust.na/?q=coronavirus> for students to stay in touch with the university.

Precautionary measures for High-risk WIL placement areas such as mines, hospitals, clinics, abattoirs etc

- WIL Coordinators, students and ILO's need to take safety measure when visiting or placed at this the high risk area.
- In case any student is placed in high-risk areas and feels unprotected, the student should be advised to withdraw from the placement in consultation with the WIL Coordinator and industry mentor or supervisor.

During the period of recess, WIL activities such as student visits, coordination of placements, industry engagement and visits should be conducted in the following manner:

- WIL Coordinators and Industry Liaison Officer(s) are advised to attend to the WIL and industry visits and placement request through virtual means; taking precautionary measures on health tips outlined in the NUST- COVID -19-communication circular, and those provided by the World Health organisation.
- WIL placement opportunities will be advertise on the CEU website, NUST Face book page, SRC website and shared with WIL Coordinator (s) WIL students groups WhatsApp.
- Industry engagement will be done via emails, letters and telephone.

Attendance of Pre – WIL Employability Improvement Programme, CV writing and interview coaching

- Pre-WIL and Employability Improvement work readiness workshops are suspended until further notice.
- One on one CV writing and interview coaching will be attended too when required once the appointment are confirmed via skype and telephone or any other means of virtual engagement.

Transmission of COVID -19 information to WIL Stakeholders:

- CEU updates the industry partners on the NUST- COVID - 19 communications.
- WIL Coordinators are advised to stay in contact with the WIL placed students via What's App or emails and communicate relevant information when necessary.